



Request for City Council Committee Action from the Department of Human Resources

Date: June 17, 2013

To: Ways & Means/Budget Committee

Referral to: City Council

Subject: COBRA, State Continuation and Retiree Billing Services

Recommendation: Authorize the proper City of Minneapolis officials to enter into a contract with Eide Bailly Employee Benefits to provide COBRA and State continuation and retiree billing services.

Previous Directives: On April 13, 2012, the City Council authorized the proper City officials to issue a request for proposal for administrative and recordkeeping services for the City of Minneapolis flexible spending account, transportation and health reimbursement arrangement (HRA/VEBA) plans. That request for proposal also asked for proposals to administer COBRA and Minnesota state benefit continuation coverage and to provide retiree billing services.

Department Information

Prepared by: Joyce Traver

Approved by: _____
Timothy O. Giles
Interim Director, Human Resources

Paul W. Aasen
City Coordinator

Presenters in Committee: Joyce Traver

Financial Impact

- Action is within the Business Plan

Supporting Information

Proposals were received from four vendors. The proposals were evaluated by the City of Minneapolis with assistance from the David Martin Agency. Due to recent staff changes, Human Resources now needs to move forward to outsource COBRA and retiree billing administration. The decision to select Eide Bailly was based on the following key factors:

- Experience in providing COBRA, State continuation and retiree billing services for large public sector employers including the State of Minnesota, the University of Minnesota and Hennepin County
- Technical capabilities and comprehensive participant customer service
- Competitive fees including a three-year rate guarantee